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**VENDOR ANNOUNCEMENT**  
**Changes Go Into Effect April 1, 2006**

Please note that as of March 13, 2006, the Consultant/Vendor Selection Guidelines and the Selection Team Guidelines have been updated to include information regarding page limitations and capacity, and other miscellaneous changes that have taken place since implementation on January 1, 2006. All changes will be effective on April 1, 2006, so anything advertised after April 1, 2006, will need to follow the new procedures regarding page limitations and capacity.

The final decision regarding page limitations is that: "The "Request For Proposal Cover Sheet," (Form 5100D) is a requirement for all vendor proposals, not just Tier 1. Form 5100D **will not** be included in any page counts.....i.e. for Tier 1, vendors should submit the Cover Sheet and up to 3 pages of whatever they think is appropriate for the project in question. **Everything else counts as a page**, including cover letters, tabbed pages, pages with pictures, etc.....a page is a page is a page. (Please remember that you can use sticky tabs on current pages of your proposal in order to stay within the page limitations.)"

The final decision regarding capacity is that: "The capacity certification, which is a single page form, Form 5100G, be counted as a standard form, like the cover sheet, and not be counted as a page. The prime should submit the certification form for the prime and all the proposed subvendors.....subvendors should not submit the forms."

Form 5100B was modified regarding location, Form 5100C was modified regarding location, Form 5100D **is now required for all** proposals, Form 5100E was modified for ease of preparing, and Form 5100G was added and is used for Certification of Availability of Key Personnel. Also, the Summary of New Process document and Tier I Selection Overview were modified. A Schedule of Meetings for 2006 for the Central Selections Review Team (CSRT) was also recently added to the website.